



SAPTO General Membership Meeting Minutes

March 18, 2019

I. Call to Order (Min Min Sun)

- a. President Min Min Sun called the meeting to order at **6:08** pm in Lower Hall Cafeteria. Board members present are Serena Rizzo, Albert Fong, Sarah Egdal, Cassandra Wallerstein and Sasha Gorospe, and guests: Bev Perea, Adrienne Lew

II. Opening Prayer (Min Min Sun)

III. Treasurer's report (Min Min Sun for Therese Van Steen)

January 1 st Balance:	\$ 54,248.95
Deposits:	\$ 4,388.66
Disbursements:	\$ 1,544.64
January 31 st Balance:	\$ 57,092.97
February 1 st Balance:	\$ 57,092.97
Deposits:	\$ 2,718.43
Disbursements:	\$ 4,318.35
February 28 th Balance:	\$ 55,493.05

A reminder to our event chairs: Please submit everything for your event, including your event report, original receipts, check requests and any unused advances to our Financial Secretary, **Albert Fong, c/o Kayla Fong 7-1**. Kindly arrange with him if you have cash deposits to remit and direct all questions of event reporting to him. Upon his review, everything will be forwarded to our Treasurer, Therese Van Steen for deposit and/or check disbursement

Al will ask Judy to put the records on D&B cards in the dropbox folder.

Sasha will audit the scrip cards.

IV. Committee Reports

a. Sunday Hospitality (Michelle Liwanag)-

- i. A reminder that the Easter Celebration will be held on Sunday, **April 21st** and all are invited. The Boy Scouts will be hosting a pancake breakfast fundraising again this year with the proceeds being donated to the parish. SAPTO will still host an Easter egg hunt as we have in past years.
- ii. Donations are needed of candy, Easter eggs, pre-filled eggs for the Easter egg hunt and pre-filled baskets for prizes to Keoni in 6-1 class by Tue **April 16th**. Michelle can accept donations day of at Moriarity Hall as well.
- iii. A budget of \$250 is requested for supplies for hunt.

May I have a motion to approve a budget of \$250 for Easter Sunday Egg Hunt?

(1st Sasha Gorospe, 2nd Cassie Wallerstein)

All in favor? Any oppose? Motion: carries/denied -

b. Afterschool Treats (Min Min Sun for Kimmie Goldkrantz)

- i. Last AST in Jan 11, sold \$184 smores! Net income - **\$ 133.18**
- ii. Next AST will be April 5th, Churros will be sold.

c. SAPTO Hospitality (Min Min Sun for Cindy Ng)

- i. Thank you to Cindy and her hospitality team for preparing our delicious dinner tonight. \$386.57 for the January's Claim chowder dinner, February's movie night, we had a large turn-out, a total of \$548.84.
- ii. I'd also like to thanks the 2ndgrade parents for their service tonight as well as Mrs. Alioto who is here tonight

a. Christmas DVD (Albert Wong)

- i. DVD net sales were \$725. The DVDs have already been distributed. Thank you to Albert Wong for leading our Christmas DVDs fundraising. If you didn't get one, the form was still in last week's virtual envelope!

b. St. Anne Yearbook (Min Min Sun for Wai Wong)

- i. Yearbook sales thus far are **at \$2,645**. There are still a few copies left, so get one before they sell out. Reminder to 8th grade parents, no need to purchase one separately, you've already paid for them at start of year so no need to submit a separate request.

V. Event Reports (Min Min Sun)

a. Casino Night and Silent Auction (Min Min Sun)

- i. Monte Carlo Night will be held on Saturday **5/4/19**.
- ii. **\$45**/person for early purchase, it will be \$55/person after April 5th, so get tickets early!
- iii. Raffle tickets will be also distributed out by next week, please let us know if you need more books.
- iv. Need donations – electronics, GC and tickets for shows or events are all welcome
- v. The grade that sells the most raffle tickets will receive prize – to be determined.
- vi. Many sponsorship levels available – please check out website for event.

b. First Holy First Communion (Giselle DelMundo) –

- i. Holy First Communion will be held on Sunday, May 5that the 10:30 am mass under Ms. Alioto's guidance for the 2nd grade group.
- ii. A budget of **\$200** is requested for supplies and refreshments.

May I have a motion to approve a budget of \$200 for Holy First Communion?

(1st Cassie Wallerstein, 2nd Al Fong)

All in favor? Any oppose? Motion: carries/denied -

c. Graduating Parent's Night & SAPTO Board thank you gifts (Adrienne Lew)

- i. SAPTO presents gifts to the 8th grade parents whose last or only child is graduating, and for the current year's board members.
- ii. A budget of **\$1,000** is requested for supplies and the gifts – 28 families

May I have a motion to approve a budget of \$1,000 for Graduate Parents Night?

(1st Serena Rizzo, 2nd Al Fong)

All in favor? Any oppose? Motion: carries/denied–

d. Catholic Schools Week (Ann Nip)

- i. Catholic School's week open house was held on January 27th.
- ii. A total of **\$124.46** was spent on food and supplies against the budget of \$300
- iii. Thank you to the Ann Nip and all the volunteers who helped at the open house.

e. Faculty Appreciation Luncheon (Bev Perea for Lea Guzman)

- i. Faculty Appreciation luncheon was held on January 29th.
- ii. A total amount of \$500.00 was spent on food and supplies.
- iii. Thank you to Lea Guzman and all the volunteers who helped organize the luncheon.

f. Grandparents Day (Ann Nip/Toni Kleppin)

- i. Grandparents Day was held on February 1st and the attendance was great.
- ii. A total amount of \$1,142.31 was spent on food and supplies.
- iii. A total of \$ 1,000 was previously budgeted approved, and we would like to get the difference of \$142.31 that was spent approved.
- iv. Thank you to Ann Nip and Toni Kleppin and all the volunteers who helped organize the luncheon.

May I have a motion to approve the difference of \$142.31 for Grandparents day reception?

(1st Cassie Wallerstein, 2nd Al Fong)

All in favor? Any oppose? Motion: carries/denied –

g. Jr. Great Books (Min Min Sun for Dawn Lindhardt) -

- i. Jr. Great Books still happening, just late. Dawn Lindhardt, our chair, will be looking for volunteers! The teachers choose who joins this program, hoping to start in April for 6 weeks as she is finalizing the schedules with the teachers in those grades involved.

h. Vision Screening (Adrienne Lew)

- i. Vision Screening will take place sometime in April, will we announce the date once determined.
- ii. Our chair, Adrienne Lew is requesting a budget of \$250 for supplies
- iii. Screening for K and odd year grades only – kids with glasses, please bring them for screening, not eye exam – this is only a screening.
- iv. Need 1-2 volunteers if you would like to sign up, check with Adrienne Lew

May I have a motion to approve the budget of \$250 for Vision Screening?

(1st Sasha Gorospe, 2nd Cassie Wallerstein)

All in favor? Any oppose? Motion: carries/denied –

i. Talent Show & Ice Cream Social (Bev Perea for Kimmy Goldkrantz)

- i. The annual Talent Show and Ice Cream Social will be held on March 21st this week.
- ii. Our chair, Kimmy Goldkrantz is requesting a budget of \$200 for ice cream and supplies.

May I have a motion to approve the budget of \$200 for the Ice Cream Social?

(1st Al Fong, 2nd Adrienne Lew)

All in favor? Any oppose? Motion: carries/denied –

j. Nominating Committee (Adrienne Lew) –

- i. Looking for people to serve on the nominating committee to help assemble next year's SAPTO Board. We will find a date convenient for everyone to meet.
- ii. The nominating committee formed will meet one evening and dinner will be provided. We are requesting a budget of **\$100** for the nominating committee dinner.

May I have a motion to approve the budget of \$100 for the Nominating committee dinner?

(1st Sasha Gorospe, 2nd Cassie Wallerstein)

All in favor? Any oppose? Motion: carries/denied -

- iii. Adrienne needs volunteers to be on nominating committee – not leaving until she gets them all. Need 5 + 2 alternates.

a. NAMES OF VOLUNTEERS -

VI. Open Discussion (Min Min Sun)

- i. Next SAPTO meeting will be held early next month on April **15** and will be hosted by 1st grade

VII. Meeting Adjournment (Min Min Sun)

Motion to adjournment the meeting at **6:46PM.**

(1st Adrienne Lew, 2nd Cassie Wallerstein)

All in favor? Any oppose? Motion: carries/denied -

Respectfully Submitted:

Sarah Egdal, Recording Secretary

Date 3/18/19